

Community Advisory Commission Meeting Minutes

Wednesday, December 5, 2018
Milpitas City Hall, Committee Meeting Room
455 E. Calaveras Blvd.
7:00 PM

I. Roll Call: **Present:** Chair Thelma Batilo, Mike Bilbao, Oscar Leon, Michelle Manassau, Ashok Sharma, Van Lan Truong

Excused Absence: Ashish Kathapurkar, Vice-Chair Syed Mohsin, Jose Rosario,

II. Seating of Alternates: Alternates Present: Michael Lee, George Chen, Vishal Gandhi (Late)

III. Pledge of Allegiance: Chair Thelma Batilo led the Pledge of Allegiance

IV. Approval of Agenda: Motion carried unanimously.

V. Approval of Minutes: Minutes of November 7, 2018 Motion carried unanimously.

VI. Public Forum: NONE

VII. Liaison Report: Vice Mayor Marsha Grilli was not present

VIII. Announcements: Robert Musallam is joining as Housing Authority Administrator

IX. Business Items

A. Gateway Sign

Gateway Sign Committee would like to propose signs to council next year. Gateway Committee informed that there are 11 gateway signs where one enters the city and they have visited all of them and taken pictures. They will be meeting with the Planning Department and City to go over the cost and legal requirements to change the signs which can show a sense of identity and provide information to the public.

B. Final Work Plan Review

Commissioners reviewed the rolling work plan for 2018-19.

- Election of chairperson should be on the agenda of January's meeting.
- Town Hall Meeting Subcommittee should come up with their purpose and objective and should re-visit the issue in February's meeting.
- For CDBG, January meeting will have discussion and planning and there will training for CDBG in February.
- Spring Cleaning Day will be held in April. Dumpsters have to be contacted in advance for Spring Cleaning Day. Input from Spring Cleaning Day Subcommittee will be taken in January's meeting.

C. Budget Review

Budget Review for 2019 was moved to next meeting

D. Subcommittee Presentation and Timeline

Commissioners discussed that each subcommittee should propose a purpose and objective and propose a budget for their subcommittee.

X. Commissioners' Round Table

Group discussed using google docs instead of spreadsheets. Michael announced that the next meeting will be his last meeting with the commission.

XI. Adjournment: to January Meeting